Privacy/Security Officer Next Steps

HIPAA Training: 2005 Summer Sessions
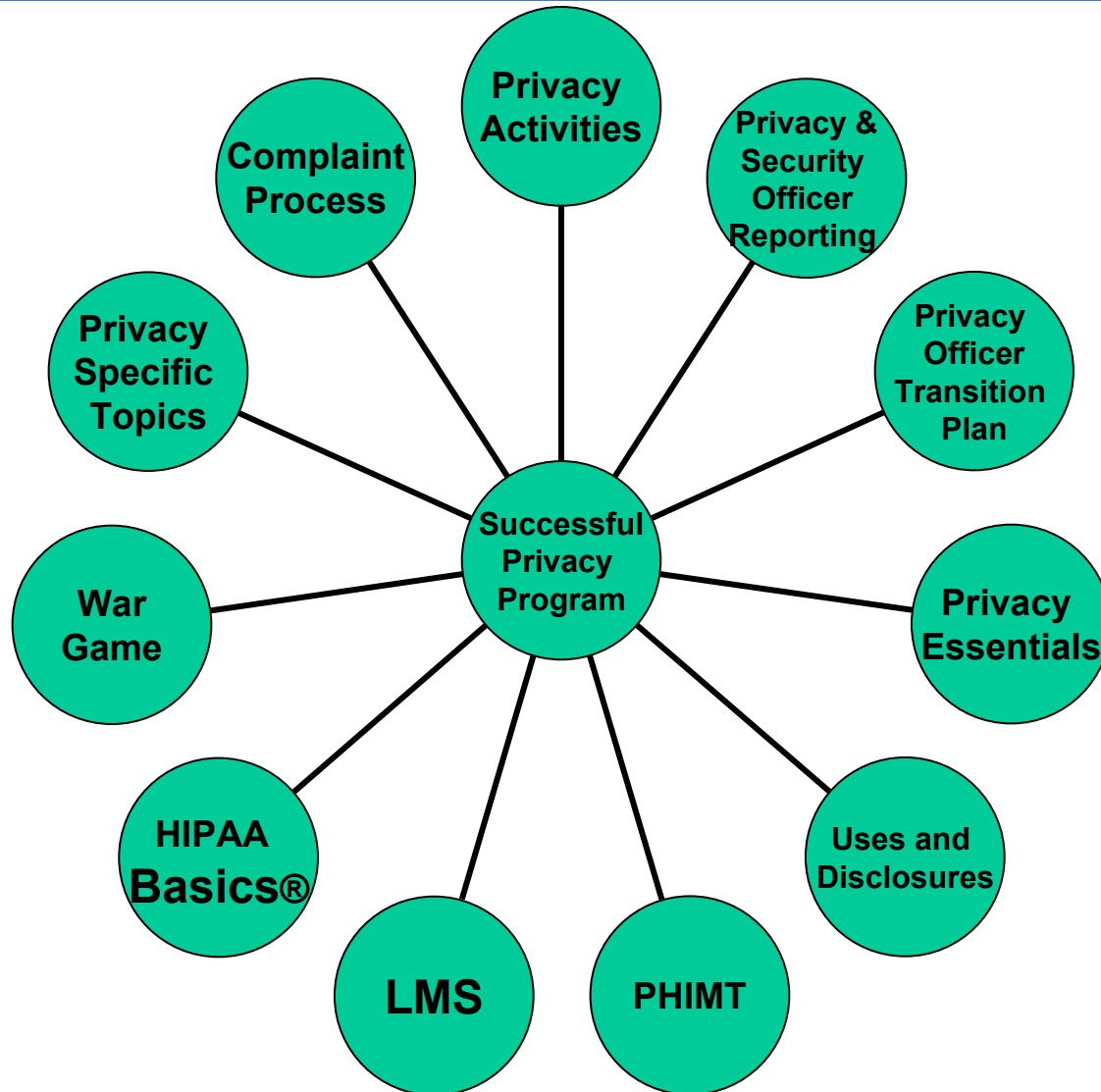
TMA Privacy Office

Training Objectives

- Upon completion of this training session, you should be able to:

    - Describe and demonstrate key information and concepts that you learned from this week's training session to help you run a successful Privacy/Security Program

    - Identify key factors that will help you succeed as a Privacy/Security Officer

Overview of Training Session

Beginner and Advanced Privacy Track

Successful Privacy Program
- Privacy Activities
- Privacy & Security Officer Reporting
- Privacy Officer Transition Plan
- Privacy Essentials
- Uses and Disclosures
- PHIMT
- LMS
- HIPAA Basics®
- War Game
- Privacy Specific Topics
- Complaint Process

Beginner and Advanced Security Track
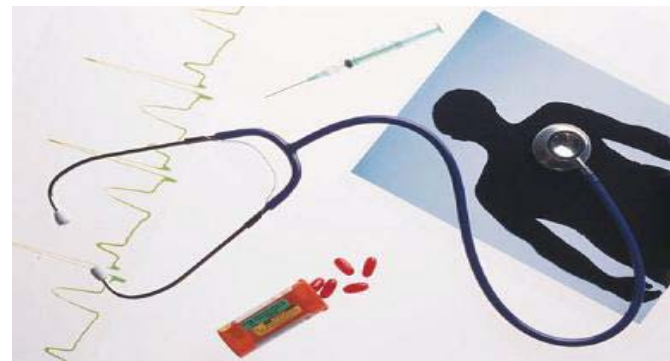
Success Factors

Biggest Challenges

- Changing the culture
  - Increase priority for privacy and security practices
  - Increase incidences of Identity theft
  - Notification of individuals when PHI is lost, stolen, or compromised
  - VA/DoD Sharing
  - Establish MEPRS codes
  - Communication with MTF / DTF leadership

Biggest Challenges

- Need to assess everyday practices such as:
  - Who has the need to know?
  - What information is discussed during Morning Reports?
  - How do your medical records move within and outside of your facility?
  - Where is PHI being released?
  - What vulnerabilities exist?
  - What current practices within your facility are truly necessary or are just traditional?
  - Are you at risk?

Leadership

- Be a proactive Leader
- Take ownership of program
- Develop "Best Practices"
- Become the expert
- Innovation is the key
- Get involved and stay involved
- Communicate
- Become a HIPAA advocate for the beneficiaries and your staff

HIPAA

Network With the HIPAA Experts

- Network with:

  - The departing Privacy/Security Officer

  - Service Representatives

  - Contractors

  - Civilian Privacy/Security Officers in your community

  - Privacy/Security Officers in other MTFs and Services

  - Staff Judge Advocate

Great minds think alike!!

Service Representatives

- Assistance in review of DoD Health Information Privacy/Security Regulations

- Guidance for mapping patient information flow

- MTF HIPAA Privacy/Security POC designation

- Informational briefings

- Updates on TMA Health Information Privacy/Security Committee activities

- Guide and direct the MTFs on Service level policies and procedures and help guide on the development of local policies and procedures

Presentation Summary

- You should now be able to:

  - Describe and demonstrate key information and concepts that you learned from this week's training session to help you run a successful Privacy/Security Program

  - Identify key factors that will help you succeed as a Privacy/Security Officer

Resources

- DoD 6025.18-R, "DoD Health Information Privacy Regulation", January 2003

- DoD 8580.x-R, Draft "DoD Health Information Security Regulation"

- www.tricare.osd.mil/tmaprivacy/hipaa.cfm

- privacymail@tma.osd.mil for subject matter questions

- hipaasupport@tma.osd.mil for tool related questions

- http://www.tricare.osd.mil/tmaprivacy/Mailing-List.cfm to subscribe to the TMA Privacy Office E-News

- HIPAA Privacy and Security Service Representatives

HEALTH AFFAIRS

TRICARE
Management
Activity

Please fill out your critique

Thanks!